

The City of Stockton invites you to apply for the position of

HUMAN RESOURCES MANAGER / SAFETY OFFICER



Annual Salary
Up to \$118,073*

*Depending on Qualifications



Human Resources Safety Section

The Risk Management Services Division protects the City's resources by working proactively to limit liability exposures and by providing cost effective risk management programs, such as employee safety and workers' compensation, and contract review and insurance monitoring.

The division also purchases insurance to protect City property and liability, and works to recover General Fund monies from third parties for damages.



Community

Stockton is a renewed city! Having recently emerged from bankruptcy, Stockton is a city that is perhaps better prepared for the future than any other city in California, with a thorough understanding of its operations and finances, and the tools to adjust to economic conditions for decades into the future. With its financial house in order, Stockton has been through the most significant period of change ever experienced in its 165-year history.

Stockton is the 13th largest city in California with a dynamic, multi-ethnic, and multi-cultural population of over 300,000 residents. Located in California's great Central Valley, Stockton has grown from a community with rich agricultural roots to an urban destination with an emerging arts and cultural scene, fine dining, shopping, sports, recreation, and family activities.

Stockton is the home of the University of the Pacific, California State University, Stanislaus extension campus, San Joaquin Delta College, and the robust and thriving Port of Stockton with direct waterway access to the San Francisco Bay. Year-round events and venues include the Annual Jazz Brubeck Festival, Bob Hope (Fox California) Theatre, Children's Museum, Haggin Museum, San Joaquin County Fairgrounds, and the Stockton Symphony. The 10,000-seat multi-purpose, waterfront Stockton Arena is home to the Stockton Heat, an American Hockey League affiliate of the Calgary Flames. The adjacent 5,000-seat Stockton Ballpark is home to the Stockton Ports, the single-A minor league baseball affiliate of the Oakland A's.

With all of this and so much more to look forward to, Stockton's future is bright.

The Position

This is a management level classification with responsibility for the management of the Safety and Loss Control function of the Risk Services activity within Human Resources Department. This class is distinguished from the Deputy Director of Human Resources in that the latter has full management responsibility for directing, controlling, and ensuring compliance with human resource programs and functions.

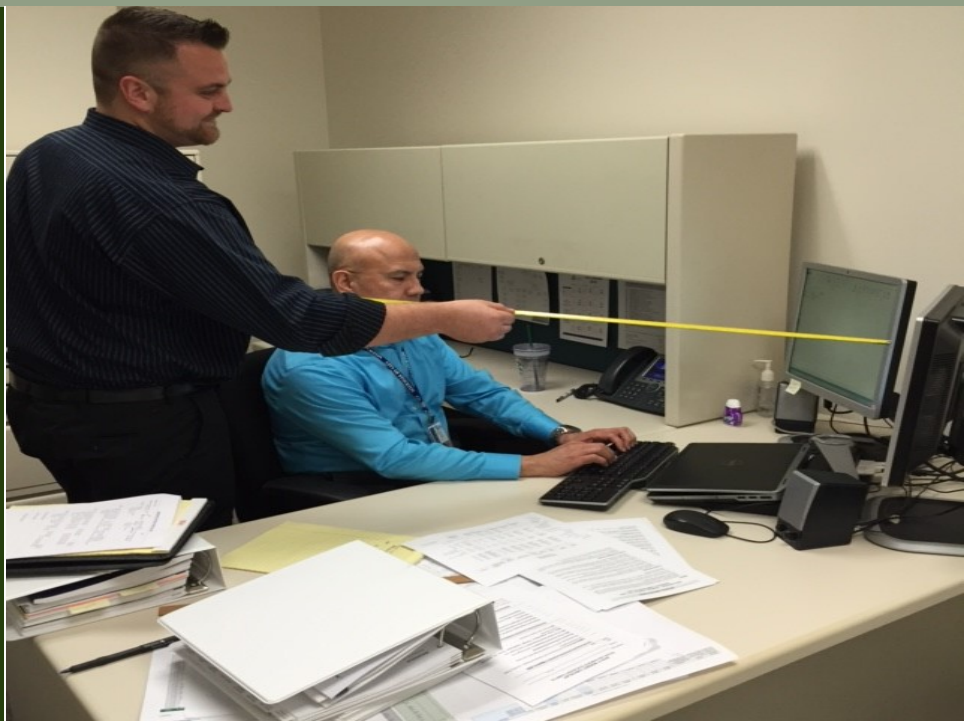
Ideal Candidate

The ideal candidate is someone that has a proven track record in risk management operations and is able to demonstrate extensive technical knowledge and experience in areas that include safety, workers' compensation, and general liability. The ideal candidate must also be able to demonstrate a work history that reflects strong leadership skills, sound judgment, an ability to effectively communicate to others and work in a fast-paced environment, and is someone who has high ethical values and standards of excellence.

Human Resources

Mission Statement

Human Resources is a cohesive, collaborative team of professionals dedicated to attracting, recruiting, hiring and developing a qualified diverse workforce. Human Resources provides quality and innovative customer driven services and programs to support organizational goals, and to create a healthy and positive work environment for City employees to deliver high quality service to the citizens of Stockton.



Principal Duties

- Develops and directs the implementation of goals, objectives, policies, procedures and work standards for the section.
- Manages and directs the work of assigned staff; selects staff and provides direction in professional development.
- May assist in the employee relations function by researching information for grievance resolution and participating in labor negotiations.
- Manages the design and implementation of preventative safety programs to develop and promote an effective loss control culture in the City.
- Manages the design and administration of safety program-related policy and procedure.
- Directs the conduct of safety related training and inspection programs.
- Develops or directs the development and implementation of programs and policies to accomplish improvement and attainment of workers' compensation program goals and objectives.
- Provides technical support, confers with and interprets policies, procedures and regulations to City Management and supervisory staff, representatives of employee organizations and employees; provides information to the public regarding City policies and procedures.
- Manages various analytical studies; prepares reports, correspondence and a variety of written materials.
- May be required to participate and take a lead role at City Emergency Operations Center in a disaster.
- May represent City at legal or regulatory hearings or in court proceedings.
- May represent City at Joint Powers Authorities meeting for Worker's Compensation and Liability.
- Assist departments with compliance and implementation of departmental safety programs.

Minimum Qualifications

Possession of a Bachelor's degree from an accredited four year college or university with major course work in business or public administration, industrial hygiene, or a related field and four years organizing, maintaining, and managing safety programs in a Human Resources setting. Experience in a public agency setting is desirable, but not required.

Other Requirements:

Must possess a valid California driver's license.

Compensation and Benefits

The annual salary range for the Human Resources Manager/Safety Officer position is \$92,523 to \$118,073, depending on qualifications. Benefits* include, but are not limited to:

- Retirement: California Public Employees' Retirement System (CalPERS) with a 2% @ 62 formula for employees new to CalPERS. Employees considered "classic" members receive 2% @ 60 benefit formula.
- Vacation: 120 hours of vacation per year.
- Health Benefits: The City pays a significant portion of the premium for medical/hospitalization, dental/orthodontia, vision, and prescription coverage for employees and dependents, and offers a choice of four plans.
- Holidays: 12 fixed and 1 floating per year.
- Sick Leave: 96 hours per year.
- Deferred Compensation: A deferred compensation plan is available at the employee's option.
- Section 125 (Flexible Spending Account): Employees may participate on a pre-tax basis for day care and medical expense reimbursement.
- Life Insurance: Policy value of \$50,000.
- Work Schedule: A City of Stockton 9/80 work schedule - 7:30am to 5:30pm, Mondays through Thursdays; 8:00am to 5:00pm on Fridays, with alternating Fridays off.

*Please visit our website for a complete list of benefits offered by the City of Stockton.

This position is Exempt from FLSA (Fair Labor and Standards Act) and does not qualify for overtime compensation and is subject to Fair Political Practices Commission (FPPC) annual filing requirements. Please see the FPPC website, www.fppc.ca.gov, for more information.

The Process

This is an At-Will position (unclassified/unrepresented). Only those applicants who best fit the needs of the City will be considered for this career opportunity. Applicants who fail to complete the online application, supplemental questions, and proof of education (due by December 6, 2016) will be subject to rejection. Applications and supplemental questionnaires will be reviewed on a weekly basis, and qualified candidates may be called before the final filing date. Only the most qualified applicants will be invited to an interview. If you are interested in pursuing this new and challenging career opportunity, please visit our website to apply online at:

www.stocktonca.gov/jobs

Final Filing date: November 28, 2016

THE CITY OF STOCKTON IS AN EQUAL OPPORTUNITY EMPLOYER